



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

14 MAR 12 A11:16

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Lisa Hadway, Administrator, DLNR- DOFAW
Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.

Repair, maintenance, and service on Bobcat equipment. Includes purchasing/rental parts, attachments and other products specifically designed and manufactured by Bobcat for service and maintenance.

2. Vendor/Contractor/Service Provider Name:
Hertz Equipment Rental, Inc.

3. Amount of Request:
\$50,000.00

4. Term of contract (shall not exceed 12 months), if applicable:

03/17/14
From: ~~1-Feb-14~~ *sla 05/06/14*

03/11/15
To: ~~1-Feb-15~~ *sla 05/06/14*

5. Prior SPO-001, Sole Source (SS) No.:

~~13-0415~~ *sla 05/06/14*
~~13-0148~~, SS13041Sal (amendment)

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

Hertz Equipment Company, Inc. is the only dealer on Oahu that is authorized by Bobcat to sell, repair, rent and service Bobcat products. See attached document

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department

DOFAW has a Bobcat Track Loader on inventory. This machine requires periodic maintenance, repairs and servicing. Rental of various attachments are also an essential part of the machines functionality. The machine and its attachments are used to maintain roads, trails, public use facilities, create and maintain habitat for game and non-game wildlife species. All these activities are essential to DOFAWs operations in management and protection of public land and its resources.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the

needs, services or construction.
Bobcat website was visited to obtain list of all authorized dealers on Oahu. Only Hertz Equipment Company was listed. Called Hertz, and they informed us they were the only authorized dealer. Received letter from Bobcat confirming status (see attached letter).

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

Explored Bobcat website for other authorized dealers. The only authorized dealer listed was Hertz Equipment Company, Kapolei

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
Jason Misaki	Forestry and Wildlife	808-973-9786	Jason.C.Misaki@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature



Date

For Chief Procurement Officer Use Only

Date Notice Posted: 3/12/14

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is based on the department's representation that Hertz Equipment Rental Corporation is the only authorized Bobcat dealer for all Bobcat products for sales, services, and parts for the State of Hawaii. This approval is for the period 3/12/14 to 3/11/15 and is for the solicitation process only. HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required


Chief Procurement Officer Signature

Date

5/16/14